

CRONDALL PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING

Held “virtually” on Tuesday 1st September 2020

Note: Due to the Covid-19 emergency and in accordance with the Coronavirus Act 2020 {SI 392: The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020} the meeting was held “virtually” via “Zoom” (proprietary video conference product). Due to issues with simultaneously broadcasting via Facebook live feed, the meeting was recorded. A copy of this recording was posted for public viewing on the Parish Council Facebook page after the meeting. Key documents were displayed to participants during the meeting via the “share screen” functions.

The Facebook video was deleted after a 48 hour period.

PRESENT via Zoom Meeting	Councillor C Dorn – Chairman Councillors D Argent, C Bryant (joined part way through the meeting) R Freeman-Griffiths, S O’Connor and M Roberts
APOLOGIES:	Councillors C Hebbron and N Lambert – Crondall Parish Council
IN ATTENDANCE via Zoom	Councillor J Glen – Hampshire County Council
Meeting:	Councillor K Crookes - Hart DC A Angove - Parish Clerk

The meeting commenced at 7.32pm and ended at 9.27pm

60/21 Declarations of Interest
None

62/21 Minutes of 27th July 2020

The Minutes of the Council meeting were proposed for acceptance as an accurate record by Cllr Dorn, seconded by Cllr Argent and unanimously **AGREED**. The Chairman signed the Minutes.

63/21 Matters Arising
None

64/21 Announcements from the Chairman, Clerk and Members questions received in advance
The Clerk confirmed that the annual external audit had been signed off and all documentation is available on the CPC website. One request to view the accounts had been made by a member of the public, which has now been completed. There were no questions raised by the auditor or extra charges. The Chairman thanked the Clerk and Cllr Argent for their efforts.

65/21 County and District Councillors Report

Cllr Dorn in his capacity as District Councillor provided a verbal update on the Fleet High Street pedestrianisation project which has commenced, recognising that many District Councillors were against this. Cllr Dorn noted that the project was still in a temporary phase and that any issues should be raised directly with HDC.

Cllr Argent questioned how long the temporary scheme would last. Cllr Dorn confirmed that the situation was currently open-ended, with feedback being sought from business and the public.

Barriers could be removed quickly if the decision was made to end the scheme, otherwise HDC would proceed with a permanent solution.

To date feedback posted on social media by members of the public has not been positive and feedback from the local business community is awaited.

Cllr Dorn also confirmed that staff are gradually returning to work in HDC offices, however the transition phase “back to work” should not affect HDC services, with many office phones still being forwarded to mobiles for staff working remotely.

66/21 Representations by the public

The Clerk confirmed that a representation had been received from one member of the public relating to the first three planning applications, namely Land at Travers Farm. Their comments were forwarded to Cllr Freeman-Griffiths (as Planning Lead) and have been incorporated in his presentation.

67/20 Planning Applications

Having joined the meeting late, Cllr Bryant made a late declaration of interest in the first three planning applications i.e. Land at Travers Farm, and agreed to abstain from any associated vote.

Cllrs Glen and Crookes joined the meeting.

Applications were considered in line with the previously circulated Planning Report and presented by Cllr Freeman-Griffiths.

20/01777/FUL	Land at Travers Farm Well Road Crondall Farnham GU10 5HJ	Minor amendments to the previously approved planning applications 19/01518/PRIOR & 19/02855/PRIOR for the conversion of the existing 3No. agricultural barns into 5No. residential dwellings.
Recommendation: <u>OBJECT</u>, on the grounds that: ❖ this is not a minor amendments application to the Prior Approvals of 19/01518/PRIOR & 19/02855/PRIOR ❖ this application increases the floorspace which would take plots 3, 4 and 5 above the GPDO thresholds of 100sqm, which would then have been refused under the Prior Approval process ❖ if the Applicant wishes to seek consent to increase the floorspace, then it needs to submit a stand alone planning application, not an application that is pretending to be a minor amendments application. Any application needs to demonstrate compliance with the Local Plan, and not try and rely on the Prior Approval, which can only be relied on for dwellings that meet the floorspace threshold. Cllr Argent expressed the opinion that looking at the overall plans, the application would involve doubling of floor space and questioned whether the overall proposal should include reference to this. Cllr Freeman-Griffiths confirmed that while he could not confirm the exact measurements, that a significant increase in floor space was planned likely to approximately double the existing floor space. Cllr Freeman-Griffiths proposed as listed with the added statement “approaching double floor space”. Seconded by Cllr Argent, and AGREED (in favour 5:1 abstention).		
20/01835/PRIOR	Land at Travers Farm Well Road Crondall Farnham GU10 5HJ	Change of Use from Light Industrial (Class B1(c)) to Dwelling houses (Class C3)

Recommendation: OBJECT on the grounds that:

- ❖ the application does not demonstrate with sufficient evidence that the use fell within Class B1(c) on 19 March 2014; and
- ❖ the application does not explain what the building has been used for since 2016; and
- ❖ why seek change of use to a dwelling when a new barn is being sought under application 20/01702? This barn is opposite the field for 20/01702 and could serve that field

These are important evidential points, given the applicant has secured prior approval for the maximum number of dwellings (5) allowed under Class Q of the GPDO.

Cllr Argent questioned whether date of the photographic evidence provided in support of the application could be verified. Cllr Freeman-Griffiths confirmed that no dates had been provided, apart from a marketing leaflet seemingly from the 1990's from a slurry company. No accompanying affidavits or witness statements had been provided. Cllr Freeman-Griffiths proposed as listed, seconded by Cllr O'Connor. AGREED (in favour 5:1 abstain).

20/01702/PRIOR	Land at Travers Farm Well Road Crondall Farnham GU10 5HJ	Notification for Prior Approval for a Proposed Agricultural Barn.
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Recommendation: OBJECT on the grounds that:

- ❖ the proposal is not permitted pursuant to Class A.1(b) of Part 6 of Schedule 2 of the GPDO. The site forms part of an established agricultural unit where development under Class Q of Part 3 (changes of use) of Schedule 2 of the GPDO has been carried out within a period of 10 years (applications 19/01518 and 19/02855)
- ❖ no justification is provided as to why the barn of this size is required and why the barn the subject of application 20/01835/PRIOR is not appropriate
- ❖ the application form has not stated the size of the agricultural unit – the form incorrectly cites as the size of the agricultural unit the size of the proposed barn
- ❖ transport impacts have not been assessed and it is not possible to state whether or not the proposed access is acceptable.

Cllr Argent questioned whether this application was laying the foundations for further residential development. Cllr Freeman-Griffiths agreed that this may be a possibility, however Cllr Dorn confirmed that the application should be addressed as-is without speculation. Cllr Freeman-Griffiths proposed as listed, seconded by Cllr Dorn. AGREED (in favour 5:1 abstain).

20/01838/FUL	Redfields Plant Centre Bowling Alley Crondall Farnham	Formation of 2no. landscape bunds and associated landscaping (part retrospective)
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Recommendation: Object on the grounds that:

- ❖ The current planning position of the site is unclear. Whilst this is a stand-alone planning application, its purpose is said to shield the Plant Centre. However, it would appear that the Plant Centre itself is not lawful:
 - Planning permission 14/03075/FUL granted March 2015
 - Conditions 3, 4, 5 discharged 20 July 2017
 - Letter dated March 2018 submitted to discharge Conditions 9, 11 and 12 indicates that works under planning permission 14/03075/FUL were commenced after the discharge of Conditions 3, 4 and 5 so sometime between July 2017 and March 2018. Commencement was therefore unlawful

- This would indicate the works have been there for, at most, 3 years
 - Operational development becomes immune after 4 years of substantial completion. The works remain unlawful
- ❖ Not clear what the current activities are on the site, and CPC requests Hart to investigate that the operational development on the site is either lawful or, if not, for a full and holistic planning application submitted

Cllr Argent questioned whether the application indicated any benefit to the applicant. Cllr Freeman-Griffiths confirmed that this was outlined in the first slide of the accompanying presentation. Cllr Dorn confirmed that CPC had received various comments from the public about activities on-site, and Cllr Freeman-Griffiths adding that concerns have been raised that the claimed bio-diversity benefits are possibly shielding other activities on-site. Cllr Freeman-Griffiths proposed as listed, seconded by Cllr Argent. AGREED (unanimous).

20/01844/AMCON	Land at Watery Lane, Church Crookham, Fleet, Hampshire	Variation of Condition 37 attached to Planning Permission Application 14/00504/MAJOR dated 26/06/2015 to vary the wording of the condition to prior to the 50th occupation of the development.
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Recommendation: OBJECT on the grounds that:

- ❖ No evidence has been put forward to explain why the reasons for the trigger set out in the appeal are no longer relevant and a later trigger would be acceptable and still ensure highway safety;
- ❖ The proposed amendment links the trigger to 50th occupation of a dwelling, yet the proposed development is wider than just dwellings – hence the original condition refers to “*occupation of the development*” covering the retail space as well as homes;
- ❖ This is an already dangerous junction, being the regular scene of accidents. An increase in traffic usage as a result of 16% of the residential part of the development being built before the Roundabout is completed and operational is not acceptable without clear technical evidence that the existing junction can cope;
- ❖ No evidence is supplied to justify, or explain, what the applicant means by “road space could be problematic...” The roads are actually quieter now than at the beginning of the year.

Cllr Freeman-Griffiths confirmed that Crookham Parish Council have stated that comments made by HCC have not been helpful in that they have accepted that the developers are not meeting their commitments with respect to a new roundabout on the A287. Cllr Glen gave assurance that he would be seeking to persuade the relevant part of HCC to be clearer and more robust in their comments. Cllr Bryant questioned where the roundabout would be located, which was answered by Cllr Dorn. Cllr Freeman-Griffiths reiterated that while it was important not to speculate, the developers have had plenty of time even with COVID restraints to plan for and execute this planning condition. Cllr O'Connor reinforced the point that this condition was included in the planning permission for safety reasons and this had not changed. Cllr Freeman-Griffiths proposed as listed, seconded by Cllr O'Connor. AGREED (unanimous).

Cllr Dorn thanked Cllr Freeman-Griffiths for his report.

PROJECT UPDATES

68/21 Conservation Area Document Refresh update

Cllr Freeman-Griffiths provided a verbal update confirming that an initial kick-off meeting had been held that morning. Areas being considered are a) how to use the consultant, and b) potential cost benefits of working together with other parish councils such as Odiham. To this end, the Clerk has written to Odiham PC requesting information and feedback and a meeting with HDC is being sought. Cllr Freeman-Griffiths hoped that more progress could be reported at the next meeting.

Cllr O'Connor raised concerns about the level of expenditure for using the consultant, particularly as much of the groundwork had been done for the existing version of the document and that CPC should have enough expertise internally to update the report. Cllr Dorn clarified that the Conservation Area document should be reviewed every 5 years and will lose relevance if not kept up to date. Mark Jaggard (HDC's Head of Place) has said that HDC is looking to improve the planning relevance of these documents across HDC's parish councils and specialist consultants are needed to achieve this. Following the upcoming meeting with HDC, CPC will be in a better position to understand what the update will require and how much could be done locally.

69/21 Car Parking Options update

Cllr O'Connor provided a verbal update on progress to date, confirming that input had been received from the Village Hall committee, Bowls Club, Cricket Club, the Church and various local residents. Going forward, Cllr O'Connor will be looking to

- Qualify the demand for usage volumes and requirements
- Model the capacity yield from the options
- Estimate the cost of each option
- Meet with the School Head and HCC on viability of options
- Model the financial case for each option
- Report back to CPC

With reference to an "intelligent car parking solution" Cllr Roberts questioned whether there were examples of this from other villages. Cllr O'Connor replied that he did not know this information. Regarding the pre-apps made for car parking options, Cllr O'Connor felt that some of the conclusions drawn were incorrect, for example the proposal of parking down Croft Lane would provide 17 spaces; given the existing trees and telegraph poles, this figure was only 14 spaces.

Cllr Dorn expressed frustration at the apparent lack of progress and asked what further progress would be reported at the next CPC meeting, adding that the Council needs something to show parishioners. Cllr Argent suggested a progress report and action timetable / project plan should be provided prior to the next meeting for discussion. Cllr O'Connor agreed to provide a report and project plan prior to the next meeting.

70/21 Broden Stables Working Group update

Cllr Freeman-Griffiths had provided a written report to all Cllrs prior to the meeting. There were no further discussions on this.

Cllr Crookes left the meeting

FINANCE AND RISK MANAGEMENT

71/21 Ratification of payments

The circulated list of 7 items including Payroll valued at £4,198.62 was proposed by Cllr Argent, seconded by Cllr Roberts and unanimously **AGREED** (In favour 5 – Cllr Bryant having temporarily left the meeting)

72/21 To Consider and Agree a list of items for spending requests

The circulated Authorisation Request for annual CPRE Membership renewal (£100.00) was proposed by Cllr Argent, seconded by Cllr Dorn and unanimously **AGREED**.

Cllr Bryant re-joined the meeting.

73/21 To NOTE the Income and Expenditure Report and Balance Sheet to 31st July 2020

There were no questions and the report was **NOTED**.

74/21 To NOTE the independent examination of the Bank Reconciliation for July 2020

The Clerk confirmed that she had undertaken an independent examination of the Bank Reconciliation for July 2020. No questions were raised. Council **NOTED** the Clerk's report.

75/21 To Agree the appointment of Mike Platten as Internal Auditor for 2020/21

The Clerk confirmed that whilst it is best practice to change auditors from time to time, this was difficult under COVID restrictions and the Council would retain Mike Platten's services. Proposed by Cllr Argent, seconded by Cllr O'Connor. **AGREED** (unanimous). The Clerk confirmed that she would write to Mr Platten confirming this decision.

REPORTS

76/21 Estates Report

The Clerk had provided a written report prior to the meeting.

Cllr Argent questioned whether there would be any more cricket matches after the final game currently planned for 20th September. The Clerk explained that the current list was up to date and that Crondall Cricket Club continued to keep the Clerk updated, and that any changes would be forwarded to Cllrs on receipt.

A question was raised by Cllr Bryant regarding a wall from one of the properties adjoining Hook Meadow, near the play area that had collapsed. The Clerk confirmed that this was not a Health and Safety issue and that the owners of the wall plan to rebuild it. The fallen bricks have been removed by the homeowner and as a gesture of goodwill CPC will remove the ivy left by the owners following removal of the brickwork.

Cllr O'Connor noted that the Clerk may shortly receive a communication from a member of the public regarding work being carried out on a wall near the churchyard.

Council **NOTED** the report.

77/21 Memorial Applications and Burials Report

Council **NOTED** the report. There had been no burials or interments. There have been a number of enquiries about headstones.

78/21 Footpaths Report

In the absence of Cllr Hebborn, the Clerk provided a verbal update, confirming that homeowners with property adjacent to public rights of way had been written to with reminders to keep the footpaths clear and accessible. Additionally, the Clerk confirmed that CPC would be looking to form some working groups in the near future with a view to carrying out some of this work to other footpaths, where HCC have been unable to clear this year due to the COVID-19 restrictions.

79/21 Correspondence

It was confirmed that all email correspondence has been circulated to councillors and that the most recent editions of The Countryside Charity (CPRE) publications (Fieldwork Summer 2020 and Countryside Voices Summer 2020) were available.

80/21 Any Other Business

Cllr Bryant asked the Clerk when face-to-face Council meetings would resume. The Clerk referred to the many written communications on this topic and reiterated that current NALC and government guidelines still preclude face-to-face meetings and until this situation changes meetings would be held via Zoom. The Clerk confirmed that changes in this guidance would be communicated to all Cllrs.

Signed as a true record dated 28th September 2020